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# VILLAGE OF ARDEN TOWN ASSEMBLY MARCH 22, 2021

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Town Meeting Minutes



JUNE 28, 2021

Next Town Assembly for the Village of Arden 7:30 p.m. Gild Hall  
2119 The Highway, Arden, Delaware

## No MOTIONS/RESOLUTIONS PRESENTED

**Attendance**

Jill	Althouse-Wood		Dela	Mullenberg
Skip	Bailey		Garv	Mullinax
Beverly	Barnett		Lisa	Mullinax
Steve	Benigni		Danielle	Munroe
Sue	Benigni		Rob	Munroe
Jennifer	Borders		Betty	O'Regan
Walter	Borders		Denis	O'Regan
Brooke	Bovard		Irene	O'Connor
Dale	Brumbaugh		Cookie	Ohlson
Rob	Bryan		Ron	Ozer
Maria	Burslem		Ruth	Panella
John	Cartier (N.C.C.C)		Sam	Panella
Marianne	Cinaglia		Jeffrey	Politis
Beverly	Clendening		Pam	Politis
Garrett	Colgan-Snyder		Diane	Postell
Peter	Compo		Pat	Pyle
Cynthia	Cox		Garv E	Quinton
Steve	Curley		Elizabeth	Resko
Mike	Curtis		Grace E	Ressler
Joe	del Tufo		Deborah M	Ricard
Ellen	Dolmetsch		Clay	Ridings
Dorinda	Dove		Gryphon	Ridings
Shelby	Durning		Phoenix	Ridings
Bob	Erenburg		Toby	Ridings
Carl	Falco		Hugh	Roberts
Rick	Ferrell		Ed	Rohrbach
Kyle	Gav Evans NV		Iris	Roseman
Simon	Hamermesh		Warren	Rosenkranz
Ellie	Hansen		John	Scheflen
Stephen	Harcourt		Marcia	Scheflen
Barbara	Henry		Danny	Schweers
Elaine	Hickey		Ray	Seigfried
Randy	Hoopes		Sadie	Somerville
David	Jones		Nick	Stalloni
Brian	Killian		Steve	Tanzer
Scott	Kushner		Elizabeth	Varlev
Carol	Larson		Mary	Vernon
Tanya	Lazar		Cecilia	Vore
Barbara	Macklem		Larry	Walker
Albert	Marks		Laura	Wallace
Julia	McNeil		Tom	Wheeler
Ron	Meick		Keri	Will-del Tufo
David	Michelson		Mary	Young

**1.0 Call to Order** – Chairman Jeffrey Politis called meeting to order at 7: 34 p.m.

## **2.0 Election of Officers & Committee – Barbara Macklem**

The committee will conduct the annual election of Committee Members and Officers tonight. Absentee Voting has been in place for this election.

Votes will be counted on Thursday, March 25, at the Buzz Ware Village Center at 3:30 pm. Counting will be done by a small crew of committee members and members of their households to minimize Covid risks. The public is permitted to attend but observers must follow guidelines for distancing and wearing masks.

Results will be posted on the Village website and bulletin boards.

Respectfully submitted,

Barbara Macklem

Thank You!

## **3.0 Approval of Minutes - January 2021 Town Assembly Minutes approved as presented.**

## **4.0 New Residents**

Garrett Colgan Snyder. Welcome Again!

## **5.0 Recognition of Departed**

Sandra J. Hulton, at the age of 80 passed away at her home in Ardencroft that she shared with her husband, Bill. Sandra was a phlebotomist, who worked for St. Francis Hospital for over 40 years before retiring. Sandra was a member of Trainer United Methodist Church where she was a Sunday School teacher and involved with the trustees. She served as the Sunshine Lady with the Woman's Society. She enjoyed gardening and planting flowers but most of all she enjoyed her home and spending time with her husband.

Charles Brodigan, age 89, of Wilmington, DE. Charles lived in many places during his youth, including South America. He served as an officer in the US Marines, attended Wesley University, earned a Master's degree from Yale. After retiring in 1991, Charlie was then free to spend his days focused on his true passion: Music. He was an avid fan of opera, loved to sing, and was actively involved as a chorus member and set carpenter with Opera Delaware, The Brandywiners and The Arden Singers. Charlie

didn't need a stage to perform. He took great pleasure in shamelessly belting out a song in the middle of a busy restaurant, or even the grocery store. As Charlie entered his later years, he kept his mind active by attending classes at the Academy of Life Long Learning, watching baseball and enjoying all of those books he had been just too busy to read.

Marjorie Mabrey passed away at age 92. She studied architecture at the University of Oklahoma with the Frank Lloyd Wright disciple Bruce Goff, and worked on the construction of the visionary Bavinger House. She headed the German Department at Conrad High School, and served for 20 years at Delaware County Community College. She was an activist for women's rights and was an avid leader of Delaware County Community College Teacher's Union. She was active in the Ardens for 45 years, even before she moved here permanently.

Linda Vandever Scott passed away at home in early February. She spent most of her 79 years here in Arden where she enjoyed working in her yard and decorating it for every holiday.

A moment of silence.

## 6.0 Visitors

- Councilman John Cartier of District 8
  - New Castle County will partner with the state of Delaware to assist in distributing Covid testing and inoculations.
  - FY 2022 New Castle County Budget

Two points of interest: 1) No property tax increase proposed. 2) Sewer fees will increase slightly due to a new billing structure. Estimate increase is \$25.00 for water meters.
  - \$109 million was received from the American Rescue Plan that will be split over two years to provide funds to non-profits to help small business recover from effects of the pandemic.

- New Castle County continues with the court's mandate to reassess properties. The Delaware state code grants New Castle County the authority to assess up to 15% property tax increase to recover costs. Instead of a 15% increase, New Castle County set aside thirty million dollars in a Property Reassess Reserve to fund the property reassessment. There is an appeal process should you not agree with assessment.
- Redevelopment of Claymont Steel Property - Currently in negotiation is a proposal to donate a hundred acres to New Castle County for parkland (includes riverfront replete with trails and it will run along Naaman's Creek) by Commercial Development Corporations. The plan is to integrate Claymont by trails networks for bicycles and pedestrians; in effect becomes the trail head destination of the Delaware Greenway.
- Senator Kyle Evans Gay of District 5
  - Legislative:  
Senate Bill 15 passed.  
This bill provides for gradual increases in the Delaware minimum wage to \$15 over a period of several years (2025).  
  
Senate Bill 5  
Lays out the groundwork for an automatic voter registration system to be implemented which would kick in when any eligible voter presents proof of US citizenship during a DMV license or ID card transaction.
  - Contact and other information provided by Senator Kyle Evans Gay:  
  
(Kyle.Gay@Delaware.gov, (302) 744-4137, [www.fb.com/SenKyleEvansGay](https://www.facebook.com/SenKyleEvansGay) Assistant: Mary.Grace.Colonna@delaware.gov, (302) 744-4107.:  
  
For up-to-date COVID-19 and vaccine information, sign up for my weekly COVID-19 email update.

To receive my monthly newsletter featuring legislative and community updates, sign up at: [www.tiny.cc/SenGay](http://www.tiny.cc/SenGay)).

Visitors – Thank you!

## **7.0 Town Chair's Communication Report - Chair Jeffrey Politis**

Communications from the Chair.

Since the last town meeting....

1. Tonight is election night, and obviously, we are doing things a little differently. Thank you to the Registration Committee for working through the details of how to accomplish this feat in a virtual forum. I wanted to remind everyone that you must sign into the chat in order for your ballot to be accepted. We will be using this sign in as evidence that you attended the meeting.
2. Additionally, I wanted to thank those willing to serve on a committee of the Village. It is through the service of our committee members that allows the Village to run. Thank you.
3. We received the paperwork for mosquito control from DNREC. As we have agreed to spraying in recent years, I have signed and returned the agreement. Note that spraying for mosquitos does not automatically happen, but rather a request must be made to mosquito control from the Village.
4. I am happy to report that the Village has received reimbursement for the work we did to repair Meadow Lane from damages caused by the storms in August. This is very significant for the village and thanks go out to Cathy Cloutier, Sen. Kyle Evans-Gay and Rep Deb Heffernan, who helped shepherd this request through the process.

5. Lastly, a reminder that this meeting is being recorded and we ask that you please state your name when you speak.

Let's have a respectful and deliberative meeting. Thanks!

So submitted

Jeffrey Politis

Town Chair, Village of Arden

Chairman's Communications Report – Thank you!

### **8.0 Trustee Report – Carl Falco**

The Trustees have several items to report tonight:

#### **Finances:**

We have copies of the quarterly financial report available for review online. The amount of 2021 Land Rent collected as of Saturday at noon is \$385,701.00. The total to be collected is \$759,586.13. If you have any questions about your bill, please contact our assistant Julia McNeil (475-7980 or email [Trustees.of.Arden@gmail.com](mailto:Trustees.of.Arden@gmail.com)).

#### **2021 Application for Senior School Tax Rebate:**

The Senior School Tax Rebate is available if you are over 65 or will be turning 65 by July 1<sup>st</sup> of the year you apply.

For individuals who moved to Delaware between 1/1/2013 and

12/31/2017, you must be a resident at least three years prior to application. For individuals moving to Delaware on or after 1/1/2018, you must be a resident at least ten years prior to application.

The rebate will appear on a leaseholder's New Castle County School Tax bill, which is sent to the Trustees for payment. The Trustees rebate the amount that reduces the tax bill to the leaseholder. This can be up to a \$400 rebate annually.

New Castle County has other programs that may reduce a leaseholder's County and School property taxes based upon low income and/or disability. Any such reductions in a leaseholder's tax bill will also be rebated to the leaseholder by the Trustees. You may apply for the rebates by calling New Castle County at 302-395-5520. The county personnel will walk you through the process. Make sure you apply in a timely fashion to ensure that your paperwork is received before the deadline of April 30th so that your exemption can be approved and processed for the current tax year.

**Lease Transfers:**

There have been no transfers since the January meeting.

Thank You!

**9.0 Treasurer's Report – Skip Bailey**

The Treasurer would like to remind all Village residents that all Village financial policies, general policies and those regarding monetary gifts, investment guidelines, endowment funds, and requests for grants are all found on the Village of Arden website under Budget Committee/Finances. These policies have been and remain in place.

**Review of basic financial reports**

All reports are effective as of February 28, 2021. There has been some activity in March. The final fiscal year reports will be available after March 24, 2021.

Statement of Financial Position

Funds are in standard status. Money Market fund at TD Bank continues minimal interest income.

Statement of Financial Activity

Committees, other budgeted items

All Committees are under budget with the exception of Forest, which is right at budget. Thanks to all committees for being fiscally conservative during this year of financial uncertainty

State funding assistance for the repair work done this past fall on Meadow Lane has been finalized and the \$24,200 covering those costs has been deposited.



### Statement of Fund Balance

No special notes on the other funds.

Respectfully Submitted,

Skip Bailey, Treasurer

Treasurer's Report – Thank you!

### **10.0 Advisory Committee Report – Danny Schweers**

The Advisory Committee met via video on March 1, 2021 to set the agenda for this meeting.

We finalized the list of nominees for the election to be held tonight. In all, over 50 residents have offered to serve the Village, most for the next two years. That is about 15% of our adult population running for municipal office! Thanks go to all our nominees for their willingness to serve.

It was announced that Arden resident Rob Whitehead will assume webmaster duties and will also maintain the Village's computers, being hired on an as-needed basis, although a formal arrangement had yet to be made as of our meeting. The Town Secretary is responsible for maintaining the website as it is part of the town records. To that end, and to minimize dollars spent, Liz Resko has welcomed the assistance of four resident volunteers to help maintain the website and email accounts. Carol Larson, Cecilia Vore, Jennifer Borders, and myself have been meeting almost weekly for training. We are also formulating a statement of best website practices that will eventually be presented to the Town Assembly for comment. Since the State of Delaware is not offering to host our website at the moment, the Village continues to pay for its own website hosting and email accounts.

Finally, we discussed having a formal review of town documents including the charter. No decision was made and the item will come up under old business at our next meeting.

I encourage everyone to attend the next Advisory Committee meeting at 7:30 p.m. on June 7, 2021. Our

quarterly meetings are held three weeks before town meetings and are a good way to learn about the issues facing the Village. You will hear reports from the committee chairs and town officers, from the Trustees of the Village of Arden and the Assessors. It is also a good time to ask questions and suggest action.

Faithfully submitted,

Danny Schweers, Chair, Advisory Committee

Advisory Report - Thank you!

### **11.0 Board of Assessors – Deborah Ricard**

The 2021 Board of Assessors comprised of Deborah Ricard/Chair, John Scheflen/Secretary, Brooke Bovard, Denis O'Regan, Gary Quinton, Elizabeth Varley and Tom Wheeler continue to meet virtually on the first Wednesday of each month at 7:30 pm. Dates of these open meetings and agenda topics with zoom connection details are listed on the Assessors page of the [arden.delaware.gov](http://arden.delaware.gov) website. Upcoming public meetings are scheduled via zoom for Wednesday, May 5, and Wednesday, June 2, at 7 pm. All interested individuals are encouraged to attend to ask questions and share concerns about the 2021 Arden land rent process.

Respectfully submitted,

Deborah Ricard

Board of Assessor's Report - Thank you!

## **12.00 Standing Committee Reports presented in Ascending Order**

### **12.1 Archives – Lisa Mullinax**

Recent tours conducted by the Museum and Archives Committee have included students from Winterthur.

Work continues on the oral history project. Jena, a student of Professor Thomas Guiler, has been working on transcriptions of digital files and she will be conducting new interviews to add to our collection. We plan

to share this content on the website, [ardencraftshopmuseum.com](http://ardencraftshopmuseum.com), possibly in a podcast series. Jena is concentrating her research on women in the Ardens.

Our current exhibit, “15 Years, 15 Treasures,” is still on display in our main gallery. Our second exhibit, “Equality in the Ardens,” has been moved from the Bernie Schwab Community Room to the main gallery as well. We have added several works from the collection to the exhibit, most of them never displayed. So even if you have already visited us in the past year, please stop by again to see our refreshed exhibit.

Planning has started for a 2022 exhibit on the 100th anniversary of the founding of Ardentown.

The Arden Craft Shop Museum is still operating during our regular hours, Sundays 1 to 3 p.m. and Wednesdays, 7:30 to 9 p.m. with COVID-19 protocols in place. If you are planning a visit, please email [ardencraftshopmuseum@gmail.com](mailto:ardencraftshopmuseum@gmail.com) so we may manage visitor numbers.

Please note that we will be closed on Easter Sunday, April 4.

Respectfully submitted,

Lisa Mullinax, Chair

**Comments:** Pam Politis gave a big shout out to the Archive for the amount of research they provided to answer her questions about her home’s history.

Archives Report - Thank you!

## **12.2 Audit - Cookie Ohlson**

On March 18 the Audit Committee, Laura Wallace, Debbie Ricard and Cookie Ohlson met to go over Arden’s vouchers and accounts. All is in order.

Cookie Ohlson,

Chair of Audit Committee

Audit Report – Thank you!

## **12. 3 Budget – Warren Rosenkranz**

Warren Rosenkranz (Budget Chair), Carl Falco (Trustee), Skip Bailey (Treasurer) and Jeffrey Politis (Chair of Town Assembly) met and discussed the 3-year financial forecast for the Village of Arden. The forecast was adopted by the Budget Committee and submitted to the Board of Assessors.

Respectfully submitted,

Warren Rosenkranz, Chair

**Comments:** Warren agreed to provide a Budget.

Budget Report – Thank you!

#### **12.4 Buzz Ware Village Center – Denis O'Regan**

Pam Cohen continues as our building manager but has voluntarily cut back her compensation to a minimum, as a courtesy to the community. We thank her for her sacrifice. Communication is through the contact form on the website or [manager@ardenbuzz.com](mailto:manager@ardenbuzz.com). The Buzz telephone is 302-475-2818. Emails to the Chair of the BWVC are sent to [bwvc@arden.delaware.gov](mailto:bwvc@arden.delaware.gov).

- Use of the Buzz is sparse but limited only by social distancing restrictions. The Governor's February update to the Omnibus Covid-19 emergency order has increased the occupancy levels of our rooms. We are reviewing all requests for activities and events that conform to state safety guidelines and can be managed safely by our staff. Our building manager, in coordination with the Buzz Ware Committee, will determine if planning and staffing is adequate to assure safe use of our community center.
- The twice a week community event Strength and Mobility is looking to return to the Buzz in April. It may begin as once-a-week in person and once-a-week on Zoom. Details to follow on the ArdenBuzz.com Event Calendar. Regular participants on Zoom are from Colorado, Florida and the entire length and width of Delaware. We're so happy to report that over this fiscal year, donations have covered all of the hard costs for this program. We thank you Cecilia Vore for your efforts and recognize your success.
- We have used the "down time" of COVID to undertake repairs and improvements to the Buzz. We thank Chieffo Electric for some donated work.

- We have a new mural ready for installation in room one. This mural is a collection of vignettes by a collective of established and budding artists of the Ardens, and orchestrated by Linda Celestian.
- Though we are proud of the activities we've be able to support, the Buzz is looking to come roaring back from the Covid-19 slow down.
  - Discussions of an outdoor Coffee House in May is picking up steam.
  - Art on the Town is discussing the possibility of May and a collective known as Art504 has approached us about a month-long show in the fall.

Although the March Town Meeting brings new committee members, we invite everyone to become a "GO TO" volunteer of the Buzz. Drop us a contact email on the ArdenBuzz website or talk to one of the committee members about how you can become involved.

- This meeting is my last as member and chair of the Buzz Ware Village Center Committee. Over the past five years, I've enjoyed the synergy and the learning, the improvements to our building and wonderful growth of our programs. We've seen a steady increase in our rentals, in a push to make the Buzz a self-sustaining community center. I thank Toby Ridings, Maria Burslem, Debbi Sheiker, Mary Young, Shari Phalan and Ken Rosenberg, as well as, our building manager Pam Cohen, for their countless hours and effort.

Respectfully submitted,

Denis O'Regan

Chair, Buzz Ware Village Committee

**Comments:** A special thanks to Denis O' Regan for all the work he has done for the Buzz Ware Village Center.

Buzz Ware Village Center Report – Thank you!

## 12.5 Civic – Steve Benigni

As you all know, this has been a long, wet, snowy winter, which has delayed many of the Civic Committee's public works projects. Now that spring is finally here, you can expect to see some road and common area improvements around the village.

We're going to be repainting the pavement markings, which include directional arrows indicating speed humps and traffic direction. We're adding a couple more arrows aimed at preventing vehicles from turning the wrong way onto our one-way streets.

The bad weather has contributed to the formation of many potholes around town as well as increased pavement alligating in some areas. We are prioritizing which areas are in need of immediate repair and those which should be addressed in the coming months. I'm sure many of you have seen our "disappearing cone" at the corner of Little and Harvey that keeps sinking lower and lower into a side pothole.

Delaware Correctional Industries has been producing our new street signs, despite being sidelined for a time due to COVID 19. They have finished and delivered close to half of the new signs. When the rest are finished, we will begin replacing them. We hope to use volunteer labor, so if you'd like to help us out, please let us know.

The high winds have taken a toll on some of our aging trees. Thanks to Carol Larson for staying on top of the situation and having downed trees removed in the greens and common areas. Carol has also arranged for upcoming cleanup projects in the Stile Garden and the back area of the Sherwood Green.

A big tip of the hat to Rick Ferrell, who has done a great job as our committee "go-to" person regarding snow removal. Before and during all of our recent snow events, Rick has been in contact with Arden Construction, Inc., our snow removal and salting contractor. Rick's experience has been valuable in helping us make the tough decisions whether and when to plow and salt, especially with the tricky sleet/snow/freezing rain events. The committee has also been researching and discussing alternatives to using rock salt, trying to balance safety, environmental, and cost concerns.

Although the \$7,000 to date snow removal cost made a significant dent in our budget, overall, we have been very fortunate this year budget-wise. Thanks to Jefferey Politis securing state funding, our entire cost of repairing the storm damage on Meadow Lane has been reimbursed by the state. This freed-up \$20,000 in Municipal Street Aid (MSA), which we thought we would have to allocate for the Meadow Lane resurfacing. Now, that funding is available to pay for the street painting, street repairs, and street signs.

In keeping with the town’s request for committees to manage with less funding in the short term, the Civic Committee has been very conservative in our spending this year, resulting in a budget savings of several tens of thousands of dollars. We hope to continue to be fiscally responsible during the new budget year, but with an understanding that there will be increased paving and repair costs as we implement our prioritized road maintenance plan. We also anticipate that the forthcoming water management plan recommendations will impact the Civic Committee budget.

We applaud those of you who have been keeping our storm drains cleared. Keep up the good work! For those who haven’t volunteered yet, “If you see it, clear it!”

Our next meeting will be via Zoom this Wednesday at 7:30. The Zoom link and info is posted on our committee web page.

We continue to receive suggestions and concerns through our [civic@arden.delaware.gov](mailto:civic@arden.delaware.gov) email account. We appreciate your input and will continue to address these issues as they arise.

Steve Benigni  
Civic Committee Chair

Civic Report – Thank you!

**12.6 Community Planning – Jennifer Borders**

Thank you to Barbara Henry for the following annual Memorial Garden Report:  
“The Memorial Garden had two interments in the fiscal year. In addition, the gravestone of Sonia Sloane was placed in October, on the first anniversary of her interment.

The annual Memorial Garden clean-up was not held in 2020 due to the COVID-19 pandemic.

We received \$2,800 in donations this year.

Shawn van Neerden worked in the Garden during the summer clearing brush and overgrown areas in the areas around the spring house and along the shared fence border with the pool. He removed old pallets and other junk that had been thrown on top of the cistern. This year that area will be able to be mowed. The cost of this was \$1,900. Bartlett Tree Services performed their contracted services of \$4,285.

Thanks to Elaine Schmerling and friends who made and placed a number of spotted lantern fly traps in the Garden. They removed the traps late in the fall and stored them in the spring house.

There was a successful “Meet the Candidates” info event held on Saturday, March 13, 2021 via Zoom.

Thirty-three (33) people attended and learned about how Arden works, met candidates running for town committees, and discovered the ins and outs of voting during the pandemic. Attendees were a mix of ages that included both longtime and newcomer Ardenites. This event was an excellent collaboration between the Registration Committee and the Community Planning Committee’s volunteer group. All Ardenites were invited to attend, plus every committee member running for office was hand-delivered an information packet prior to the meeting. Snack bags were distributed to all and a door-prize was raffled off at the end of the meeting. Generally, a good time was had by all. Special thanks to Cecilia Vore, Marianne Cinaglia, Grace Ressler and Debbie Ricard.

Community Planning is reviewing the current Vacant Dwelling Ordinance #15 with the following possible revisions. The Committee is open to the Assembly’s input and feedback tonight. Also, you are welcome anytime to email us your comments at [planning@arden.de.gov](mailto:planning@arden.de.gov).

Ordinance 15 was adopted by the Town Assembly in January 2012. The Committee feels that the Ordinance needs some clarifying and updating based on 9 years of administering it. The basic scope, intent and fee structure of the original Ordinance will remain in place. The main changes are:



- Clarify the definitions of “occupied” and “vacant” to avoid ambiguity
- Change the treatment of accessory dwelling units (“ADUs”) for leaseholds with multiple ADUs
- Require registration of a dwelling when vacant for 120 days rather than one year to assist the Village to monitor vacant dwellings and alert the owner to the possible assessment of registration fees if the vacancy continues for a year or more (no change to the escalating fee amounts)
- Clarify the process for determining whether a dwelling is vacant
- Review registration fee waivers process
- Clarify the process for appeal of a determination that a dwelling is vacant.

Respectfully submitted,

Jennifer Borders

### **Questions/Comments for Community Planning Committee**

Brooke would like to see a wider conversation about what “vacant” means in a non-primary dwelling. The example she provided was a dwelling used part-time for out-of-town guest/family.

She believes the purpose of the Ordinance for vacant dwellings was to address vacant leaseholds and not to make sure we had full occupancy.

Mike Curtis points out that Frank Akutowitz’s leasehold has been vacant for years in which the relatives claim it is not vacant because they come in from out of town periodically (they reside in Europe). In addition, he points out that they have not paid any fees assessed. Jen Borders agrees that this is a perfect example of “ambiguity” as to what constitutes “vacant” and they want to clarify and tighten that up. As to not paying any fees, there are liens against this property. Mike wants to know if the town would consider legal actions since the Ordinance to-date collected approx. \$45,000 that could be used for legal fees. Village attorney is aware of the situation and that the arrears are fairly high (Think it is \$15,000) and he is reviewing the Ordinance to see a proper path forward.

Ray Seigfried, the author of Ordinance #15, supports Jennifer’s efforts to take a second look at Vacant Dwelling Ordinance #15, but words of warning. He warns to be careful about any changes because a person

could take legal actions against Planning Committee and the Town if we are not consistent in implementing Ordinance as defined. Also, important to present to Town Assembly so there is an understanding of current state as opposed to future state and the reasons why you want to make the change. Jeff recommends that Ray and John Scheflen get together to catch up on history. If there is a change in Ordinance, there has to be two full readings at two consecutive Town Assembly meetings (opens the floor for discussion and changes) and voted on at the third Town Assembly meeting.

Community Planning Report – Thank you!

## **12.7 Forest – Carol Larson**

Arden is closing in on certification as a Community-wide Wildlife Habitat. Let us know if your leasehold is not yet registered and we'll coach you through it. Contact Jill Althouse-Wood for details. This year's ACRA Garden Tour will include certified habitats, including the Buzz Ware Village Center.

Bev Clendening and Dave Jones are continuing regular testing of the waters of Naamans Creek and Perkins Run, and we are learning a lot about the effects of salting and fertilizing upstream. Stay tuned.

### **Events for Earth Week:**

**Ardens Woods Clean UP** April 18 – April 25. During Earth Week, find your favorite section of the woods, glean out the trash and send us an estimate of the weight (there is never very much! Pull garlic mustard if you get bored!). Check in with Facebook - Ardenistas or Forests of the Ardens to register for an assignment so we can cover all the areas. Elaine Schmerling will be coordinating Ardentown woods, I'll spread out folks in the Arden Woods and Sherwood Forest. We're working on a sign-up genius, also. Stay tuned.

**Arbor Day Celebration** Friday, April 23 at 4:30. Arbor Day is the same day as Shakespeare's Death – toast to the Bard and new leaves on the red maple planted in the field theater to replace the maple that is aging. Bring a leafy Shakespeare quote and let 'er rip! We're looking for festive Elizabethan beverages to try.

**Bioblitz Saturday April 24:** For the Main event! Download the iNaturalist app and collect data for our Bioblitz! We're asking you to log in as many species as you can. If you need coaching on using the app contact Bev Clendening, or check the detailed directions online in the spring edition of LEAF. It's on the Forest Committee page of the arden.delaware.gov website. All of us can contribute to the knowledge of the woods, inventories help with grant proposals. Citizen Scientists Unite.

We will be putting up deer fencing to see how much effect the deer browse has on regrowth of our understory plants.

As always, we have been putting in time removing invasive species and managing the borders of the woods. There will be more opportunities as things heat up.

The Sherwood Restoration Project will be presented by Foresite Associates at a conference hosted by the Center for Watershed Protection on April 14<sup>th</sup>. We are expecting a final report from the engineers on our Master Stormwater Plan.

Forest Report – Thank you!

### **12.8 Playground – Larry Walker**

Since the last Town meeting, the required playground equipment safety inspection was made, and one “horse” at the Green Lane end of the Village Green was removed for repairs. All equipment was “adult tested,” and is in safe condition.

The ongoing project to renovate the bed of playground mulch under the playground equipment continues on the Village Green. A thick layer of playground mulch provides an excellent shock absorbing surface under the equipment, and it is the best way to minimize playground injuries. At the request of the Civic Committee, the layer of old decayed mulch was removed with shovels and wheelbarrows, instead of using heavy equipment. The old mulch and the layer of decayed mulch under it was removed down to the foundation of crushed stone and Tyvek, and the debris taken for proper disposal. The project continues on the Village Green.

Submitted by

Larry Walker, Chairman

Playground Report – Thank you!

### **12.9 Registration – Chair Cecilia Vore**

At beginning of Town Assembly meeting the Registration Committee conducted the election of committee members and officers. Nothing else to report.

Registration Report – Thank you!

**12.10 Safety – Chair Brooke Bovard**

The Safety Committee had its last meeting, as scheduled, 7 p.m., March 10, 2021. In the absence of a quorum, we adjourned at 7:30 p.m.

We have been ongoing in issues around the DelDot improvements to the Harvey/Marsh intersection. Many thanks to Ray Seigfried, Larry Lambert, Cathy Cloutier, Kyle Gay, and Jeff Politis, who have been engaged with this project on behalf of the community and town.

Due to Covid, we did not finish the second phase of sign installation, but we are pecking away at it. Therefore, we came in considerably under budget. You’re welcome.

I am chasing the folks at Amazon, who need to update their GPS information to keep out of peoples’ yards and correct on the one-way streets. I’ll let you know how that goes.

Trim your bushes, to make sure sightlines are clear as we all use the roads more.

And please. Try not to bully people and teach your kids that, as well. It’s very discouraging, sometimes, to hear how people are behaving.

Brooke Bovard, For the Safety Committee

Safety Report – Thank you!

**13.0 Old Business – None**

**14.0 New Business - None**

**15.0 Good & Welfare -None**

Cecilia was filled with joy that that she heard “we are having conflicting EVENTS”.

Bring on multiple events!

No decision if Arden Fair will be held this year. One of the challenges would be the bussing in of people where social distancing would be an issue.

Brooke Bovard - Her daughter, Leannan, the family is very excited that she will be receiving her driver license very soon. She still has not decided on which college to attend.

Pam Politis – The Politis’s oldest son, Jackson, has decided to attend Elon College, a private University in Elon, North Carolina this fall. The family is very excited for him.

.

**16.0 Motion to Adjourn**

Adjournment meeting at 9:35: p.m.

Respectfully submitted,

Elizabeth Resko,

Town of Arden Secretary

Postcard reminders and agenda will be mailed prior to next Town Assembly meeting

All are welcome hither

Please note: Those attending Town Meetings are eligible to vote who are 18 years of age, or older.

Attachments Follow next page

**Trustees of Arden  
Financial Report  
Town Meeting March 22, 2021**

**Current Assets**

Arden B&L Bequest Funds	\$	24,139.07
Vanguard Bequest Funds	\$	231,371.54
Arden B&L (Reserve)	\$	117,530.16
M & T Checking Account	\$	274,042.14
Vanguard Federal Money Market Fund	\$	452.99
<b>Total Cash &amp; Equity</b>	<b>\$</b>	<b>647,535.90</b>

Land Rent Receivable	\$	7,782.47
<b>Total Current Assets</b>	<b>\$</b>	<b>655,318.37</b>

**Income & Expenses**

**Income Mar 25-2020-Mar 22-2021**

Land Rent & Related Income	\$	728,913.50
Investment Income: Bequest	\$	4,763.00
Investments Income: Trust Reserve	\$	4,714.00
Investment Income: Trust General Fun	\$	6,944.00

<b>Total 2020-21 Operating Income</b>	<b>\$</b>	<b>740,571.50</b>
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**Expenses Mar 25-2020-Mar 22-2021**

Village of Arden	\$	150,000.00
Trust Administration*	\$	29,039.60
New Castle County and School Tax	\$	490,853.11
Tax Rebates to Leaseholders	\$	40,257.02

<b>Total 2020-21 Expenses</b>	<b>\$</b>	<b>710,149.73</b>
<b>Surplus or (Deficit)</b>	<b>\$</b>	<b>30,421.77</b>

\*(Salary, Payroll Tax, Legal, Audit, Bookkeeping, Office

**Statement of Financial Position -- Village of Arden**  
**3/25/2020 -- 2/28/2021**

Checking/Savings	Amount
1000 - TD Bank	162,836
1010 - TD Bank MSA Checking Account	61
1032 - Arden Building & Loan	35,989
1050 - Fidelity Investments - net value @ 2/28/21	446,064
Total Cash	644,950
<b>LIABILITIES</b>	
2000 - Accounts Payable, Current Liabilities, PR Tax Payable	6,391
<b>FUND BALANCES</b>	
Buzz Ware Renovation Fund	39,619
J Schroeder Bequest	460,213
Memorial Garden	5,203
Municipal Street Aid	61
Capital Maintenance Fund	30,000
Village - cash available to meet budgeted expenses @ 2/28/21	24,173
Vacant Dwelling Fund	45,505
Playground Grant	33,785

### Statement of Financial Activity -- Village of Arden

	<u>3/25/20- 2/28/21</u>	<u>Budget</u>	<u>% to Budget</u>
<b>Revenue</b>			
^ 4000 · General Funds - Village	150,000	217,210	
4100 · Donations, grants, rentals	200	-	
+ 4510 · Franchise Fee Receipts	17,736	17,821	
4900 · Interest Income	64	-	
<b>Total Revenue</b>	<u>168,000</u>	<u>235,031</u>	
<b>Expenses</b>			
6000 · Payroll & Payroll Taxes	11,729	13,298	88.20%
@ 6300 · Administrative Expenses	21,468	38,190	56.21%
8000 · Committee Expenses - see detail below	43,170	79,250	54.47%
8010 · Contributions & Donations	5,800	5,800	100.00%
Contingency Fund	-	10,000	0.00%
8030 · Trash Service	63,810	70,672	90.29%
<b>Total Expense</b>	<u>145,977</u>	<u>217,210</u>	<u>67.21%</u>
<b>Surplus (deficit)</b>	<u>22,023</u>	<u>17,821</u>	
<b>Committee</b>	<u>Actuals YTD</u>	<u>Budget</u>	
Advisory	-	50	0.00%
Archives	1,641	1,800	91.14%
Board of Assessors	-	100	0.00%
Budget	-	100	0.00%
Buzz Ware - general operating support	4,519	5,000	90.38%
Civic	29,785	58,000	51.35%
Community Planning	-	500	0.00%
Forest	6,057	7,200	84.12%
Playground	102	4,000	2.56%
Registration	-	300	0.00%
Safety	1,066	2,200	48.46%
	<u>43,170</u>	<u>79,250</u>	<u>54.47%</u>

+ Franchise fees - \$4,346 from Verizon, \$4,183 from Comcast & \$9,206 from Suez

^ Trustee's transferred \$150,000 land rent to Village

@ Administrative expenses include insurance premiums of \$12,060



Village of Arden

Special Village Funds

Statement of Fund Balance – Feb 28-2021

	BuzzWare	Buzz renovation	J. Schroeder Bequest	Memorial Garden	MSA	Capital Maint Repair Fund	Vacant Dwelling Fund	Playground Grant	NCCOE Cares Grant
	3/25/20- 2/28/21	3/25/20- 2/28/21	3/25/20- 2/28/21	3/25/20- 2/28/21	3/25/20- 2/28/21	3/25/20- 2/28/21	3/25/20- 2/28/21	3/25/20- 2/28/21	3/25/20- 2/28/21
<b>Revenue</b>									
4000 - General Funds - Village	4,519	-	-	-	-	-	-	-	-
4010 - Donations	933	-	-	2,800	-	-	-	-	-
4100 - Program Donations	8,627	-	-	-	-	-	-	-	-
4300 - Grants	-	-	-	-	18,888	-	-	33,785	17,921
4400 - Rentals	7,877	-	-	-	-	-	-	-	-
4620 - Vacant Property Registration Fees	-	-	-	-	-	-	3,600	-	-
4800 - Interest & Dividend Income	18	-	5,099	-	-	-	-	-	-
8REC	-	1,080	-	-	-	-	-	-	-
8800 - Unrealized gains on Investments	-	-	68,193	-	-	-	-	-	-
<b>Total Revenue</b>	<b>21,974</b>	<b>1,080</b>	<b>73,291</b>	<b>2,800</b>	<b>18,888</b>	<b>-</b>	<b>3,600</b>	<b>33,785</b>	<b>17,921</b>
<b>Expenses</b>									
6000 - Payroll & Payroll Taxes	10,702	-	-	-	-	-	-	-	-
6300 - Administrative Expenses	949	-	-	-	-	-	-	-	-
6310 - Janitorial Supplies	-	-	-	-	-	-	-	-	-
7020 - Utilities (gas, electric, water, telephone)	3,693	-	-	-	-	-	-	-	-
7080 - Licenses/Permits/Fees/AlarmMonitoring	1,177	-	-	-	-	-	-	-	-
7800 - Repairs & Maintenance	5,453	15,295	-	-	-	-	-	-	-
8000 - Program Expenses	-	-	-	6,185	20,200	-	73	-	17,921
<b>Total Expense</b>	<b>21,974</b>	<b>15,295</b>	<b>-</b>	<b>6,185</b>	<b>20,200</b>	<b>-</b>	<b>73</b>	<b>-</b>	<b>17,921</b>
<b>Surplus (Deficit)</b>	<b>0</b>	<b>(14,216)</b>	<b>73,291</b>	<b>(3,385)</b>	<b>(1,312)</b>	<b>-</b>	<b>3,527</b>	<b>33,785</b>	<b>-</b>
<b>Carried forward fund balance</b>		<b>53,835</b>	<b>386,922</b>	<b>8,588</b>	<b>1,372</b>	<b>30,000</b>	<b>41,978</b>	<b>-</b>	<b>-</b>
<b>Fund balance</b>		<b>39,619</b>	<b>460,213</b>	<b>5,203</b>	<b>61</b>	<b>30,000</b>	<b>45,505</b>	<b>33,785</b>	<b>-</b>

Arden 3 Year Budget Projection

		2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
	NOT E	Approved	Approved	Forecast	Forecast	Forecast
<b>TRUSTEE'S NON-BUDGET EXPENSES</b>						
<b>Property Taxes</b>						
County (Property + Crossing Guard)	1	\$113,642	\$113,642	\$114,210	\$114,210	\$114,210
School (Brandywine + Votech)	1	\$433,611	\$433,611	\$435,779	\$448,852	\$462,318
Trust Administration (Details below)	2	\$26,787	\$26,787	\$27,516	\$28,268	\$29,042
<i>Audit</i>		\$5,168	\$5,168	\$5,323	\$5,483	\$5,647
<i>Insurance</i>		\$0	\$0	\$0	\$0	\$0
<i>Professional-Legal</i>		\$6,166	\$6,166	\$6,351	\$6,542	\$6,738
<i>Operations &amp; fees</i>		\$12,981	\$12,981	\$13,370	\$13,772	\$14,185
<i>Office Rent</i>		\$2,472	\$2,472	\$2,472	\$2,472	\$2,472
<b>SUBTOTAL TRUSTEE'S NON-BUDGET EXPENSES</b>		<b>\$574,040</b>	<b>\$574,040</b>	<b>\$577,506</b>	<b>\$591,330</b>	<b>\$605,570</b>
<b>TOWN NON-BUDGET EXPENSES</b>						
Trash/Recycle Service	3	\$70,672	\$76,099	\$78,382	\$78,382	\$78,382
Operations & Fees	4	\$21,020	\$21,020	\$21,381	\$21,752	\$22,135
Audit		\$7,500	\$5,168	\$7,500	\$7,500	\$7,500
Printing, postage, phone, internet		\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Insurance		\$12,020	\$12,020	\$12,381	\$12,752	\$13,135
Legal fees		\$15,000	\$6,166	\$15,000	\$15,000	\$15,000
Long Term Debt(Sherwood Forest)		\$0	\$0	\$0	\$0	\$0
State Aid and Grants						
Municipal Street Aid		\$19,446	\$19,446	\$19,446	\$19,446	\$19,446
Town Expenses						
Secretary		\$5,725	\$5,725	\$5,725	\$5,725	\$5,725
Treasurer		\$5,725	\$5,725	\$5,725	\$5,725	\$5,725
2017/2018 Office Upgrade		\$0	\$0	\$0	\$0	\$0
Bookkeeping and Payroll Tax Services		\$5,150	\$5,150	\$6,505	\$6,700	\$6,901
Town Payroll Taxes		\$1,848	\$1,848	\$1,848	\$1,848	\$1,848

Buzz Ware Village Center Operations	5	\$30,000	\$30,000	\$30,900	\$31,827	\$32,782
Buzz Ware Village Center Commitment	6	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
<b>SUBTOTAL TOWN NON-BUDGET EXPENSES</b>		<b>\$176,586</b>	<b>\$173,179</b>	<b>\$186,911</b>	<b>\$188,405</b>	<b>\$189,943</b>
		<b>2019-2020</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>NOT E</b>	<b>Approved Budget</b>	<b>Approved Budget</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>
<b>BUDGET EXPENSES</b>						
Advisory		\$50	\$0	\$200	\$200	\$200
Archives		\$1,800	\$1,620	\$1,800	\$1,800	\$1,800
Assessors		\$100	\$50	\$100	\$100	\$100
Budget		\$100	\$50	\$100	\$100	\$100
Buzz Ware Village Center Support	7	\$5,000	\$4,500	\$5,000	\$5,000	\$5,000
Capital, Maintenance, and Repair Fund	8	\$0	\$0	\$0	\$0	\$0
Civic Committee		\$58,000	\$58,000	\$58,000	\$58,000	\$58,000
Community Planning		\$500	\$400	\$500	\$500	\$500
Forests		\$7,200	\$7,200	\$8,000	\$8,000	\$8,000
Playground		\$4,000	\$3,600	\$4,100	\$4,200	\$4,200
Registration		\$300	\$270	\$300	\$300	\$300
Safety - General	9	\$1,700	\$1,700	\$3,400	\$3,400	\$3,400
Safety - Speed Enforcement	9	\$500	\$500	\$1,000	\$1,000	\$1,000
Donations	10					
ACRA		\$2,000	\$1,800	\$2,000	\$2,000	\$2,000
Arden Page		\$500	\$500	\$500	\$500	\$500
Arden Library		\$1,200	\$1,080	\$1,200	\$1,200	\$1,200
Fire Companies		\$1,600	\$1,600	\$1,600	\$1,600	\$1,600
Arden Club Donation		\$500	\$500	\$500	\$500	\$500
Contingencies	11	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
<b>SUBTOTAL BUDGET EXPENSES</b>		<b>\$95,050</b>	<b>\$93,370</b>	<b>\$98,300</b>	<b>\$98,400</b>	<b>\$98,400</b>
<b>TOTAL TOWN EXPENSES</b>		<b>\$271,636</b>	<b>\$266,549</b>	<b>\$285,211</b>	<b>\$286,805</b>	<b>\$288,343</b>
<b>TOTAL TRUSTEE &amp; TOWN EXPENSES</b>		<b>\$845,676</b>	<b>\$840,589</b>	<b>\$862,717</b>	<b>\$878,135</b>	<b>\$893,913</b>
<b>Expected Offsetting Income</b>						
Municipal Street Aid		\$19,446	\$19,446	\$19,446	\$19,446	\$19,446
Buzz Ware Village Center Operations		\$30,000	\$30,000	\$30,900	\$31,827	\$32,782

<b>Other Town Income</b>						
Interest and Other Income	13	\$18,300	\$23,050	\$16,000	\$18,300	\$18,300
<b>TOTAL Offsetting Income</b>		\$67,746	\$72,496	\$66,346	\$69,573	\$70,528
<b>Additional income required</b>		<b>\$777,930</b>	<b>\$768,093</b>	<b>\$796,371</b>	<b>\$808,562</b>	<b>\$823,385</b>
<b>Place-holder budget item</b>						
Town Legal Expenses		\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Contingencies		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Capital, Maintenance, and Repair Fund	12	\$0	\$0	\$0	\$0	\$0
Buzz Ware Village Center Support		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<b>Total Place-holder budget item</b>		<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>
<b>Final Deficit</b>	20	<b>\$747,930</b>	<b>\$738,093</b>	<b>\$766,371</b>	<b>\$778,562</b>	<b>\$793,385</b>

Notes:

\*Printing, postage, phone, internet was not detailed in the 2021-2011 budget.

1. Property Taxes: County Taxes – New Castle County taxes are estimated to remain unchanged in 2021. School Taxes – No change anticipated in 2021.

NOTE: The New Castle County property and school taxes are grossed up to include rebates paid to qualifying leaseholders."

2. Trustee's Administration expense estimate.

3. Trash/Recycle Service – Current contract with Waste Management expires in 2021. New 3-year contract includes a 3% annual increase.

4. Operation and Fees includes payroll.

5. BWVC Operations – Estimated expenses for operating the facility and running programs. This entry includes all utilities, payroll, licenses and fees to operate the building. This entry does not include insurance expenses for operating and maintaining the facilities.

6. BWVC Renovation Fund from Arden of \$2,000 matches other villages' recent annual contributions.

7. Buzz Ware Support – Village support for BWVC based on prior years' experience in Maintenance & Operations. These funds would only be used in case of budget income shortfall from rentals.

8. Capital, Maintenance, and Repair Fund – Fully funded in 2018-2019. No need to collect additional funding until money is utilized.

9. Safety Committee and Speed Enforcement: dollar amounts appear as individual items in the annual budget ballot but have appeared as a combined line item in the 3-year projection. Broken out into separate line items for the 2019 3-year Projection.

10. No change in donations.

11. Contingencies unchanged

12. Capital, Maintenance, and Repair Fund added to list of place-holder budget items

13. Interest and Other Income - Interest income from the Pendulum Fund will no longer be included in this line item.